



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Human Resources Committee Minutes Friday, February 4, 2022

Committee Members Present: Adam Field, Matthew Rohrbeck, Barry Pufahl, and James Foley

Excused Absence: JoAnn Wingers

Also in Attendance: Vern Gove, Chris Polzer, Heather Gove, Greg Bisch, Susan Raimer, Selina Hooker, Amy Yamriska, Chris Hardy, Jeff Hoffman, Sue Moll, David Drews, Joseph Ruf III, Jodi Burmania, and Jamie Henriksen

The meeting was called to order by Chair Field at 8:02 a.m. and was certified to be in compliance with the Wisconsin Open Meetings Law.

Approval of Agenda

Motion by Pufahl to approve the agenda, second by Foley. Motion carried.

Approval of Minutes

Motion by Foley to approve: January 7, 2022 Regular Human Resources Committee Meeting Minutes and January 19, 2022 Special Human Resources Committee Meeting Minutes, second by Pufahl. Motion carried.

Supervisor Rohrbeck joined the meeting at 8:05 a.m.

Public Input

No public input.

Approval of Expenditure Report

Motion to approve the report by Foley, second by Pufahl. Motion carried.

Child Support

- Child Support Administrator, Selina Hooker, presented two position replacement requests for Paralegals, both due to retirements. Motion by Foley to approve both of the position replacement requests for Paralegals as presented, second by Pufahl. Motion carried.

Clerk of Courts

- Clerk of Courts, Susan Raimer, presented two position replacement requests for Constitutional Office Deputies, both due to retirements. Motion by Foley to approve both of the position replacement requests for Constitutional Office Deputies as presented, second by Pufahl. Motion carried.

Health & Human Services:

- Health & Human Services Director Heather Gove presented a position replacement request for a Social Worker due to a resignation. Motion by Foley to approve the position replacement request for a Social Worker as presented, second by Pufahl. Motion carried.

Highway & Transportation:

- Highway Commissioner, Chris Hardy, presented a position replacement request for a Patrolman due to a resignation. Motion by Pufahl to approve the position replacement request for a Patrolman as presented, second by Rohrbeck. Motion carried.

Sheriff

- Chief Deputy, Greg Bisch, presented a position replacement request for a Jailer due to the employee being promoted to a Deputy. Motion by Pufahl to approve the position replacement request for a Jailer, second by Rohrbeck. Motion carried.

UW Extension

- Area Extension Director, Jeff Hoffman, presented a position replacement request for a 4-H Youth Development Educator due to an employee transferring positions. Motion by Pufahl to approve the position replacement request for a 4-H Youth Development Educator, second by Rohrbeck. Motion carried.

Human Resources

- Joseph Ruf, III presented a general review of HR Department activities. Hiring continues and the HR staff is busy finishing up year-end tax reporting.
- Ruf and HR Program Manager Jodi Burmania, discussed the Jail Staff Incentive Pay that was recently approved, asking for Committee direction on how often qualifying staff would be paid. Different options and scenarios were presented. Discussion. Motion by Pufahl to pay the qualifying employee on their anniversary as long as they have been employed as a Jailer for at least five (5) years and one day, second by Foley. Motion carried.
- Ruf and Burmania presented the Resolution for Establishing 2023 – 2026 Total Annual Compensation for Sheriff and Clerk of Courts with some proposed amounts. Different options and scenarios were presented. Discussion. Initial amounts were recommended by the HR Committee with 3.5% annual increases. Motion by Pufahl to approve the revised resolution to then be presented to the Executive and Finance Committees, second by Foley. Motion carried.

CLOSED SESSION

Motion by Foley to enter into closed session pursuant to WI State Statute Section 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [RN Wage Adjustment; Request for Extension of Time to Use Earned Vacation]. Second by Pufahl. Committee roll call to go into closed session was unanimous. Committee went into closed session at 8:21 a.m.

OPEN SESSION

Motion by Foley to return to open session. Second by Pufahl. The Committee returned to open session at 8:36 a.m.

Columbia Health Care Center (from closed session)

- Motion by Rohrbeck to authorize Columbia Health Care Center Administrator, Amy Yamriska, to make wage adjustments as she sees fit to retain long-term RNs as presented in closed session. Second by Foley. Motion carried.

Human Resources (from closed session)

- Motion by Rohrbeck to approve the extension of time through December 31, 2022, for the employee in the accounting department to use their earned vacation. Any vacation time not used by December 31, 2022 will be removed, as presented in closed session. Second by Pufahl. Motion carried.

Human Resources Committee Meeting
February 4, 2022

The next HR Committee meeting is scheduled for Friday, March 4, 2022, at 8:00 a.m. at the Administration Building in Meeting Room 115.

Motion by Foley to adjourn the meeting at 9:27 a.m., second by Rohrbeck. Motion carried.

Respectfully Submitted,



Barry Pufahl
Secretary Human Resources Committee



Jamie Henriksen
Recording Secretary